

Preliminary Heightened Scrutiny Review

SETTING INFORMATION

Setting Name:	
Address:	
Contact at Setting:	
Phone number:	
Email:	

HEIGHTENED SCRUTINY DOCUMENT CHECKLIST

During the Heightened Scrutiny Review Process, HFS will work to provide sufficient evidence of compliance to CMS. In order to ensure an efficient and timely process, we ask that reviewers collect as many of the following documents during their site visits.

<input type="checkbox"/>	Proof of licensure by state agency	
<input type="checkbox"/>	Description of the proximity to community settings used by individuals that do not receive Medicaid funded home and community-based services	
<input type="checkbox"/>	Provider qualifications for staff	This could include certification or specific training programs designed specifically for home and community-based support staff.
<input type="checkbox"/>	Definitions and documentation of employment supports that facilitate community-based integrated employment	This could include documentation of the employers attempt to maximize autonomy and competitive employment opportunities.
<input type="checkbox"/>	Documentation of modifications made to meet requirements for provider-owned or controlled settings	
<input type="checkbox"/>	Documentation of procedures in place by the setting that support individuals access to activities in the greater community	This could include documentation that individuals have choice in community activities according to their preferences and interests.
<input type="checkbox"/>	Staff training materials that document procedures for staff to deal with changing local community activities schedules	This could include documentation on how staff vary schedules according to the typical flow of the local community activities (appropriate for weather, holidays, sports seasons, faith-based organizations, cultural celebrations, employment, etc.)
<input type="checkbox"/>	Documentation that the individuals selected the setting from among setting options, including non-disability-specific settings	
<input type="checkbox"/>	Description of the proximity to avenues of available public transportation or an explanation of how transportation is provided	